

City of Hayward
Human Services Commission
777 B Street, Room 2A
Hayward CA 94541

Wednesday, November 3, 2004
7:00 p.m.

Regular Meeting Agenda

- I. Call to Order
- II. Pledge of Allegiance
- III. Secretary's Role Call
- IV. Public Comments (*NOTE: The Public Comments section provides an opportunity to address the Human Services Commission on items not listed on the agenda. The Commission welcomes your comments and requests that speakers present their remarks in a respectful manner, within established time limits, and focus on issues which directly affect the City or are within the jurisdiction of the City. As the Commission is prohibited by State law from discussing items not listed on the agenda, your item will be taken into consideration, and may be referred to staff. Speakers will be limited to 5 minutes each.*)
- V. Approval of October 6, 2004 Human Services Commission Meeting Summary Notes
- VI. Nominations for Vacated Position of Human Services Commission Chairperson
- VII. Review of FY 2005-06 Social Services RFP (Discussion)
- VIII. Evaluation of Applications for Funding (Discussion)
- IX. Agency Liaison Assignments
- X. Appointment of Proposal Review Committee (PRC)
- XI. Liaison Reports:
 - A. FVLC - Commissioner Yates
 - B. Lambda Youth - Commissioner Turner
 - C. 4-C's - Commissioner Faria
 - D. HARD / YEP - Commissioner Faria
 - E. St. Rose Hospital - Commissioner Parker
 - F. St. Joseph's - Commissioner Parker
 - G. Legal Assistance for Seniors - Commissioner McKeown
 - H. Eden I&R (CHAIN) - Commissioner Linnen

XII. Staff Reports (non-action items)

- A. Social Services Report
- B. Paratransit Report
- C. Hate Crimes Report

XIII. Future Agenda Items:

- Election of New Human Services Chairperson

XIV. General Announcements

XV. Adjournment



Please do not wear scented products to this meeting.
People who have environmental sensitivities may be in attendance.

Assistance will be provided to those requiring accommodations for disabilities in accordance with the Americans with Disabilities Act of 1990.

Please request needed accommodations at least 72 hours in advance of the meeting by calling (510) 583-4248, or by calling the TDD line for those with speech and/or hearing disabilities at (510) 247-3340.

**City of Hayward
Human Services Commission
October 6, 2004
Regular Meeting
Summary Notes**

- I. Call to Order:** Vice Chairperson Turner convened the Commission meeting at 7:05 p.m.
- II. Pledge of Allegiance:** Members of the Commission recited the Pledge of Allegiance.
- III. Attendance:** *(Record of attendance is kept from June 2004 through May 2005.)*

Commissioners	Present This Meeting	All Meetings Year to Date		Regular Meetings Only Year to Date	
		Present	Absent	Present	Absent
Mariellen Faria	O	3	1	3	1
Albert Hui	X	3	0	3	0
Mary Lavelle	X	3	1	3	1
Lynnette Linnen (Secretary)	X	4	0	4	0
David McKeown	X	3	0	3	0
Chris Parker	X	2	2	2	2
Hosea Turner (Vice-Chair)	X	4	0	4	0
Marlena Uhrik	X	3	0	3	0
Doris Yates	X	4	0	4	0

Staff in Attendance: David Korth, Social Services Planning Manager
Anne Culver, Community Development Specialist
Dana Bailey, Community Programs Specialist

- IV. Public Comments:** Mr. Korth announced that Commission Chairperson Bill Hazen is recovering from a recent illness; his condition unfortunately has caused him to have to resign from the Commission. Additionally, Commissioner Coleman had to relocate outside of Hayward which regrettably makes her ineligible to continue on the Human Services Commission; her resignation was also received by the City.
- V. Approval of Summary Notes of the September 1, 2004 Human Services Commission (HSC) Meeting:** Commissioner Linnen made a motion to approve the September 1, 2004 Summary Notes. Commissioner Lavelle seconded the motion, which was approved unanimously.
- VI. Conflict of Interest / Brown Act Orientation:** Maureen Conneely, Assistant City Attorney, provided an overview of the Brown Act and Conflict of Interest Laws and their relevance to members of the Human Services Commission. She distributed written summaries of these topics, as well as her contact information at City Hall to Commissioners in the event questions arise at a later time.

VII. Tour of Funded Agencies - Debrief: Commissioners who attended the afternoon tour of Social Services funded agencies expressed that the tour was interesting and informative. A second tour is tentatively scheduled for the early spring 2005. Commissioners are encouraged but not required to attend the tours.

VIII. Liaison Assignments: Funded agencies which had not been previously assigned were assigned and scheduled. An updated HSC Liaison Report will be made available to Commission members at the November Commission meeting.

IX. Liaison Reports:

- A. International Institute: Commissioner Hui reported on this program, which provides legal advice and assistance to immigrants and their families.
- B. BACS / Hedco House: Commissioner McKeown presented his report on Hedco House, which provides a structured day program for adults with severe and persistent mental illness.
- C. Community Resources for Independent Living (CRIL): Commissioner Lavelle presented her report on the CRIL agency, which is mid-county's independent living center for people with disabilities. (Program Director July Cole, from CRIL, was in attendance at this meeting.)
- D. Community Alliance for Special Education (CASE): Commissioner Turner reported on this agency, which provides education and advocacy for public school students with disabilities.
- E. Emergency Shelter Program: The Emergency Shelter Program provides shelter and support services to homeless women and their children, and victims of domestic violence.

X. Lincoln Kinship Support Program Update by Commissioner Hui: Commissioner Hui presented his follow-up report to this program, which provides kinship support services to family members raising children of extended relatives (as an alternative to placing those children in foster care). He noted the program is soliciting donations of clothing for boys ages 2 - 6.

XI. Staff Reports

- A. **Social Services Update:** The Social Services Funding Forum is scheduled to take place from 2-4pm on Friday, October 15, 2004. Applicants' attendance at the Funding Forum is required. This year the application will be December 6, 2004. Commissioners are welcome (but not required) to attend the Funding Forum, which can provide valuable insight into the funding process, especially for Commissioners experiencing the funding process for the first time. At the Human Services Commission meeting in November, the Social Services FY 2005-06 Application will be reviewed, and Commissioners will have an opportunity to share their tips and techniques for reviewing proposals.

B. Paratransit Update: Mr. Korth reported that due to the allocation of additional Measure B “Gap” funds, the Hayward Paratransit Program is now able to increase its capacity to offer Same-Day Medical Trips, Prescheduled Non-medical Trips, and Group Recreation trips. Medical Transportation Outreach, including a Hospital Discharge Service and the development of specially designated Paratransit Waiting Areas at local hospitals are additional initiatives funded through the Measure B Gap funds.

C. Hate Crimes Report: The September Hate Crimes Report had not been prepared by the Police Department in time for distribution at this meeting. Therefore it will be distributed with the Commission's November meeting packet. The October Hate Crimes Report is expected for distribution at the November meeting.

XII. Future Agenda Items: The following were noted as future agenda items:

- Review of FY 05-06 Social Services RFP
- November Liaison Reports (schedule attached)
- Appointment of Proposal Review Committee for 2004-05 Funding Cycle
- Nominations for New Commission Chairperson

XIII. General Announcements: Commissioner Linen announced a special event taking place at Westminster Hills Church in South Hayward on October 15th. For more information, interested parties were advised to call 782-5795.

Commissioner Lavelle reminded everyone to register to vote by the October 18th deadline.

XIV. Adjournment: The meeting adjourned at 9:36pm.